

**ERWIN BOARD OF COMMISSIONERS  
MEETING MINUTES  
MAY 29, 2012  
SPECIAL CALLED MEETING  
ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held its Special Called Meeting in the Town Hall on Tuesday, May 29, 2012 at 6:00 P. M. in Erwin, North Carolina.

Board Members present were: Commissioners Frank Taylor, William Turnage, Frankie Ballard, Randy Baker and Ricky Blackmon.

Board Members absent were: Commissioner Norma Ennis

Town Manager Bryan Thompson, Town Clerk Cynthia Patterson and Finance Director Debbie Chestnut were present.

Mayor Patsy Carson called the meeting to order at 6:00 P. M.

Commissioner Taylor gave the invocation.

Those present recited the Pledge of Allegiance.

**OVERVIEW AND CONSIDERATION OF PROMINENT BUDGET ELEMENTS**

The following items were discussed.

**PLANNER/CODE ENFORCER AND/OR BUILDING INSPECTOR**

Town Manager Bryan Thompson informed the Board that Staff has prepared an itemized list of some of the more prominent budget elements comprising the proposed budget. At the last Budget Workshop, the Board considered the possibility of two new positions, Code Enforcer/Planner and Building Inspector. After reviewing the separate budgets, the Board indicated to Staff in going with only hiring the Planner position this year. The Board did have additional comments regarding the revenues realized by the County for the Fire Marshal Contract and wanted to know what the actual cost of the contract is and what additional revenues are received by the county that could otherwise be realized by the Town in the event the Town were to take over this service.

The Planner will also process all building permits and contract with the County for Inspection Services at an annual flat rate. The flat rate has yet to be finalized at this time. The Planner will also be expected to do all Planning related activities anywhere from a simple zoning verification letter, zoning permits, conditional uses, text amendments, any land use development plans, site plan reviews and inspections. Also will be working with code enforcement issues such as grass issues to minimum houses and processing building permits getting them ready for inspection from the County.

**MINUTES CONTINUES FROM MAY 29, 2012**

With eliminating one position in order to take on a Planner, duties would be spread out to remaining personnel.

**TAX COLLECTIONS SERVICES AND REDUCTION IN FORCE IN ADMINISTRATION**

The Board has decided to move Tax Collections Services to the County and in doing so effect the reduction in force within the Administrative Department in the position that currently serves this function.

Commissioner Ballard stated that he had a problem with this. What message are you sending to the rest of the employees?

Commissioner Taylor stated that he did not have a problem with sending taxes to the County however he had a problem with sending everything to Lillington.

Commissioner Turnage stated that we need to look at what can we do to best serve the Town of Erwin.

Commissioner Blackmon stated that it goes back to what level of service you are willing to provide and what cost you are willing to pay. He also understood Commissioner Taylor's concern in sending everything to Lillington. Everywhere you go now the Counties are collecting Taxes it's not just Harnett County.

**GROUP HEALTH INSURANCE AND INDIVIDUAL COVERAGE FOR RETIRED EMPLOYEES**

At the March 29<sup>th</sup> Budget Workshop Staff presented to the Board an ongoing pressing issue relating to the health benefits program the Town offers to employees and retired employees. In 2007, the Board approved a policy that entitles eligible employees to receive continued group health benefits upon retirement. Since the adoption of this policy, certain insurance standards have changed with insurance providers. In the event the Town desired to change insurance providers, these standards now prevent the Town from doing so on account of retired individuals being included in the Town's group plan. This current year's budget reflects a 36% increase from Blue Cross Blue Shield. The Town would be best served if the Town were able to shop out the group plan to other providers, but is unable to do so.

The Consensus of the Board was to leave the insurance like it is and address next year.

MINUTES CONTINUES FROM MAY 29, 2012REPUBLIC WASTE

At the May 17<sup>th</sup> Budget Workshop, Staff presented to the Board the projected rate increase for solid waste services, which results from the annual CPI increase forwarded to the Town from the Town's service provider. Staff realized that what were not included in this portion of the budget notes were the additional costs calculated for fuel surcharge as defined in the service agreement and as observed during the current fiscal year.

What is being proposed for Residential Trash and Recycling are as follows:

Trash Service Current Charge \$6.34 per resident/month  
Effective July 1, 2012---**\$6.52 per resident/month**

Recycling Service Current Charge \$3.12 per resident/month  
Effective July 1, 2012----**\$3.21 per resident/month**

PARTF PORTER PARK AND BOOSTER CLUB FIELD #4

At the May 17<sup>th</sup> Budget Workshop the Board took action to authorize Staff to put together and make application for a PARTF Grant for the purposes of executing the W.N. Porter Park Master Plan. In addition, the Board inquired of the capacity and willingness of the Town Parks and Recreation Booster Club in making efforts to raise funds for the purpose of improving Field #4 at Al Woodall Municipal Park by way of installing lights on the field.

Doug Stevens Park Director presented the Board suggestions of possibly offering naming rates to the field in consideration of donors who would be willing to commit the necessary funds for this improvement. Mr. Stevens also suggested to the Board to attach this project on to the Porter Park PARTF Grant.

Mr. Stevens also informed the Board that the Grant Process will begin in January and the awarding of the grant will be in mid-July.

CAPITAL IMPROVEMENT AND PURCHASE SCHEDULE

The Board was also in agreement with purchasing the following:

Codification of Town Code-----	\$15,000
Removing Stone Bridge/Tiling Porter Park--	\$14,600
Extend Christmas Lights-----	\$4,000
Replacement of 2 Public Works Trucks-----	\$35,000
Grass Equipment/Public Works-----	\$12,000
Used Vehicle for Chief of Police-----	\$10,000

**MINUTES CONTINUES FROM MAY 29, 2012****CAPITAL OUTLAY EQUIPMENT**

John Deere 3520 4-Wheel Drive Tractor-----\$19,200  
 John Deere 300CX Front End Loader-----\$4,100  
 Harley Rake TM-5 Series 5' Power Box Rake-----\$7,990

The Board was in Consensus to a 2.5% Cola for employees. The Board also directed the Staff to work on a policy for Comp Time.

**PRESENTATION OF BUDGET MESSAGE**

The Budget for Fiscal Year 2012-2013 reflects a host of challenges in light of the continued increase in the cost of goods and services and as a result the cost of providing the same as a local government unit. The inclusion of such capital items into the budget will have no net impact on operating revenues, and therefore, such items can be added into the budget message and budget ordinance once the Board has made determination on capital funding. The budget message serves as an executive overview of the state of the proposed budget.

After some discussion, it was the Consensus of the Board to set a Public Hearing for Thursday, June 14<sup>th</sup> at 6pm.

**ADJOURNMENT**

Commissioner Taylor made a motion to adjourn at 8:45pm and was seconded by Commissioner Ballard. The Board voted unanimously.

**MINUTES RECORDED AND TYPED BY  
 CYNTHIA B PATTERSON TOWN CLERK**

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**Patsy M. Carson,  
 Mayor**

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**Cynthia B. Patterson, CMC  
 Town Clerk**